

21 January 1955

MEMORANDUM FOR: Chief of Logistics

FROM : Chief, Technical Review and Policy Staff

SUBJECT : Weekly Activity Report

1. General

a. [REDACTED] Support

As a result of meetings conducted during the week with the DD/A and representatives from the interested components of DD/P, this office is preparing a summary of the problems and difficulties which presently exist in the operation of the CIA Base [REDACTED]

[REDACTED] This summary will include recommendations for corrective action and will indicate the staff element which should be charged with the initiation of corrective measures.

b. The Merger of COA/DD/P Functions with the DD/A - (new and continued item)

The Logistics Committee appointed by the DD/A, as a result of several meetings held, has finalized the initial measures to be placed into effect so that the logistics functions presently performed by Chief of Administration, DD/P may be transferred to this office in a uniform manner. These recommendations were transmitted to the DD/A on 21 January 1955.

2. Projects and Studies in Process

a. Publications Survey - (continued item)

Check is being made into types of equipment available from IBM to determine if the card punching operation is adaptable to produce the NIS Gazetteers.

b. Report of Audit - [REDACTED] - (continued item)

Meetings have been held with various representatives of the Director of Training to determine action to be taken as a result of the report of the Auditor-in-Chief. Director of Training [REDACTED] the recommendations pertaining to logistics and has submitted a memorandum to the Auditor-in-Chief indicating the action to be taken on these recommendations. A copy of this memorandum has been

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furnished to the Logistics Office. This office is in general agreement with the action to be taken by the Director of Training. The Logistics Office proposes to conduct periodic inspections of logistics activities [REDACTED] to render assistance wherever possible and to assure that the recommendations made in the report of the Auditor-in-Chief are implemented.

c. Existing Policies that Handicap Logistics Office in Performance of its Assigned Functions - (new and completed item)

Prepared a memorandum for the record reiterating existing policies that the Logistics Office considers objectionable on the grounds that they interpose an unnecessary handicap to the Logistics Office in the performance of its functions and responsibilities. This information was originally requested by the Office of the Inspector General but is no longer required.

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